

# SAFETY MEETING

**Snohomish County**

**Safety Division** · 3000 Rockefeller Ave. MS 610 · Everett, WA 98201-4046 · (206) 388-3413

**DATE:** \_\_\_\_\_

**DEPARTMENT:** \_\_\_\_\_ **DIVISION:** \_\_\_\_\_

**MEETING CONDUCTED BY:** \_\_\_\_\_

## **SUBJECT AND MATERIAL USED FOR DISCUSSION:**

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## **EMPLOYEE CONCERNS AND SUGGESTIONS:**

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## **ACTION TAKEN ON: UNSAFE CONDITIONS / PREVIOUS ITEMS:**

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## **DISCUSS ALL ACCIDENTS SINCE LAST SAFETY MEETING:**

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## **DISCUSS PROPER TOOL FOR JOB, SAFE WORK HABITS, AND CLEANUP:**

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**SUPERVISOR:** \_\_\_\_\_

(Forward a copy to Safety at M/S 610)

**SAFETY COMMITTEE REPRESENTATIVE:** \_\_\_\_\_

**ATTENDING**

NAME (Please Print)

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**ABSENT**

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